## CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION OFFICE OF SELECTION SERVICES

# SUPPLEMENTAL APPLICATION EXAMINATION FOR CHIEF PSYCHOLOGIST, CORRECTIONAL FACILITY

#### Read instructions carefully

This supplemental application will provide you with an opportunity to demonstrate significant aspects of your qualifications for **Chief Psychologist**, **Correctional Facility** with the Department of Corrections and Rehabilitation (CDCR). The information you provide will be rated based on objective criteria created by Subject Matter Experts. That rating will be used to determine your final score in this examination. Your name will be merged onto a list based on your final score, and that list will be used by CDCR facilities statewide to fill their existing positions. A "Conditions of Employment" form is included in this supplemental application that will allow you to select the location and time bases you are interested in working.

This supplemental application will be 100% of the weight of your examination for this classification. <u>Therefore</u>, please be sure to follow the instructions carefully as missing or incomplete information may result in <u>disqualification or a low score</u>.

Candidate's Name:		
Social Security Number:		
Address:		
**In order to expedite the hiring proce Home/Cellular Phone Number:	ss phone numbers are required**	
Signature	Date	

I certify that all the statements I have made in this application are true and correct.

#### **MAILING INSTRUCTIONS:**

Mail your completed Supplemental Application, along with a standard State Application Form, STD. 678 to the address listed below. You may download a copy of the State application from the State Personnel Board's website at **www.spb.ca.gov** 

MAIL COMPLETED California Department of Corrections and Rehabilitation

STD. 678 AND Selection Services Section

**SUPPLEMENTAL** P. O. Box 942883

APPLICATION TO: Sacramento, CA 94283-0001

Name:	
MINIMUM QUALIFICATIONS	
All candidates must meet the minimum qualifications before they will be admitted into this ensure that your state application (std. form 678) clearly indicates your education, exper information that meet the minimum qualifications for this exam.	
<b>_icense:</b> Possession of a valid license as a Psychologist issued by the California Board of Psychologian earned Doctorate Degree in Psychology from an educational institution meeting the criteria of Medical Board of California's Business and Professions Code.  And  Either I	
<u>Experience</u> At least two years of experience as a licensed psychologist in the Department of Corrections and Reh	abilitation.
<u>Or II</u>	
At least three years of experience as a licensed psychologist in a forensic setting such as a local ja forensic treatment unit.	il or community-based
JOB REQUIREMENTS	
The following are job requirements. Please respond to each question by marking the appropunwilling or unable to comply with any of the following job requirements, it will be grounds for examination process.	elimination from the
<ol> <li>Are you willing to work at correctional facilities and/or parole outpatient clinics in the Department of Corrections and Rehabilitation?</li> </ol>	Yes No
<ol><li>Are you willing to treat inmates/youthful offenders, and parolees in a professional, ethical, and tactful manner?</li></ol>	Yes No
3. Are you willing to work among inmates, youthful offenders and parolees, including some who may be mentally ill, developmentally disabled, potentially dangerous, or sex offenders?	Yes No
4. Are you willing to work with inmates, youthful offenders and parolees who may be infected with contagious diseases such as Hepatitis C, HIV/AIDS, or tuberculosis?	☐ Yes ☐ No
5. Are you willing to abide by and adhere to institutional/parole outpatient clinic safety and security policies?	☐ Yes ☐ No
6. Are you willing to promote positive, collaborative, professional working relations among co- workers and peace officers?	☐ Yes ☐ No
7. Are you willing to comply with tuberculosis screening requirements?	Yes No
8. Are you willing to work around peace officers armed with chemical agents and/or weapons?	☐ Yes ☐ No
9. Are you willing to wear protective clothing and apparatus as required?	☐ Yes ☐ No
10. Are you willing to abide by and adhere to the institutional/outpatient clinic dress code?	☐ Yes ☐ No
11. Are you willing to complete on-going education specific to licensure, and required in- service training (IST)/on-the-job training (OJT)?	☐ Yes ☐ No
12. Are you willing to work various and/or extended hours as required?	☐ Yes ☐ No

Name: _			
<b>ASSOC</b>	LATION M	EMBERSHIPS/QUALIFICATIONS	
Please	indicate if	you possess any of the following licenses, memberships, and/or qualifications by	marking the
approp	riate box(	es):	
13	California	onal Organization Membership (e.g., American Psychological Association (APA), a Psychological Association, National Commission on Correctional Health Care, other sychological Association Membership, etc.)	
14		clinical supervision	
15	. Medical S	Staff membership/hospital privileges	
16	. АРА арр	roved internship or fellowship in a forensic setting	
17		e from the American Board of Professional Psychology orensic Psychology	
18		d articles in professional journals	
		duate degree in another field	
20	. Teaching	collegiate or graduate level courses in Psychology	
SUPER	VISION O	F VARIOUS DISCIPLINES EXPERIENCE	
Please license		box(es) that indicates the classification(s) you have functionally supervised after	receiving your
21	. 🗆	Senior Psychologist	
22	. 🗆	Psychologist	
23	. 🗆	Psychiatrist	
24	. 🗆	Psychometrist	
25.	. 🔲	Mental Health Supervisors	
26.	. 🔲	Social Workers	
27.	. 🔲	Marriage and Family Therapists	
28.	. 🗆	Administrative staff	
29.	. 🗆	Substance Abuse Counselors	
30.	. 🗆	Recreational/Vocational/Occupational Therapists	
31	. 🗆	Psychiatric Technicians	
32.	. 🗆	Licensed Vocational Nurses	
33.	. 🗆	Psychologist Interns/ Students	
34.	. 🗆	Registered Nurses	

Name:	 
	AND PERSONNEL EXPERIENCE
Please ma manageme	ppropriate box(es) indicating the program area(s) in which you have provided administrative ions.
35.	Program evaluation
36.	Program development
37.	Program Implementation
38.	Consulting
39.	Writing policies and procedures
40.	Hiring process
41.	Performance evaluation
42.	Adverse actions/progressive discipline
43.	Personnel resource management
44.	Strategic planning
45.	Purchasing/procurement

Name:		

WORK EXPERIENCE			:RFO	LIENC	<b>v</b>		LEVEL	OF SI	(II I
Note to Applicant: Please read instructions carefully. Under "Work Experience," for items #46-77.		FREQUENCY LEVEL OF						. OI	VILL
Frequency:  1. Indicate if you have performed or supervised this task within the last 24 months; and	sed task						his task	g training	egular work
Even if you have <u>not</u> performed task in the last 24 months, indicate how often you had performed this task (e.g. select one box from "weekly" "monthly" and "annually" column)	Performed or supervised task within last 24 months						Have not performed this task	Performed task during training ONLY	Performed task as a regular work duty AFTER licensure
Level of Skill:  1. Indicate the level of skill that you have in performing this task (e.g., select one box from the "level of skill" column)	Perform within la		Weekly	Monthly	Annually		Have not	Perform ONLY	Perform duty AFI
46. Plan, organize and direct a mental health program.									
47. Evaluate behavioral problems and mental disorders of inmate-patients to determine the inmate-patient's level of functioning.									
48. Assign appropriate staff to evaluate behavior problems and mental health disorders of inmate-patients.									
<ol> <li>Ensure that staff classifies inmate-patients for the appropriate level of mental health care.</li> </ol>									
<ol> <li>Participate in a leadership capacity in various mental health meetings/sub-committees/teams.</li> </ol>									
<ol> <li>Lead Mental Health Quality Management Sub- Committees.</li> </ol>									
<ol> <li>Coordinate equipment allocation (e.g., equipment, supplies, etc.) to provide fiscally responsible data.</li> </ol>									
<ol> <li>Coordinate the recruitment and selection of mental health professional staff.</li> </ol>									
54. Direct the work of senior mental health staff (e.g., Senior Psychologist, Supervising Psychiatric Social Workers, etc.).									
<ol> <li>Develop policies and procedures related to mental health care.</li> </ol>									
56. Implement departmental policies and procedures related to mental health care.									
<ol> <li>Evaluate mental health care policies and procedures and current program functions.</li> </ol>									
58. Direct the development of various audit tools and miscellaneous forms.									
59. Represent the department in various meeting/committee related to the mental health department.									

Name:		

WORK EXPERIENCE  Note to Applicant: Please read instructions carefully. Under "Work		FREQUENCY LEVEL OF SKILL							
Experience," for items #46-77.  Frequency:  1. Indicate if you have performed or supervised this task within the last 24 months; and  2. Even if you have not performed task in the last 24 months, indicate how often you had performed this task (e.g. select one box from "weekly" "monthly" and "annually" column)  Level of Skill:  1. Indicate the level of skill that you have in performing this task (e.g., select one box from the "level of skill" column)	Performed or supervised task within last 24 months	Weekly	Monthly	Annually		Have not performed this task	Performed task during training ONLY	Performed task as a regular work duty AFTER licensure	
60. On request, testify as an expert witness in court proceedings.		Пп				П			
61. Train senior mental health staff in areas such as conflict resolution, stress management, new mental health theories and research, effective supervisory skills, etc.									
62. Direct all-staff meetings within the mental health program.									
63. Manage prioritization of daily functions including crisis intervention within the mental health department.									
64. Maintain professional standards concerning patient confidentiality.									
65. Participate in quality management activities and committees, and/or peer review to identify clinical areas that need improvement.									
66. Implement Quality Control Assurance Programs.									
67. Assess/screen patients to determine their clinical needs, risk levels, level of care, or appropriate program placements.									
68. Prepare clinical assessments, progress reports and treatment recommendations on assigned patients.									
69. Conduct various forms of group and individual therapy, cognitive behavior therapy and other forms of behavior modification.									
70. Maintain professional standards concerning patient confidentiality.									
71. Document patient contacts by recording assessments, progress notes, treatment plans, chronos, etc.									
72. Consult with medical and mental health personnel regarding the findings of medical examinations and evidence of organic disturbances related to behavior disorders.									
73. Select, administer, score and interpret various personality, intelligence and other psychological tests.									

Name:			

WORK EXPERIENCE, CONTINUES  Note to Applicant: Please read instructions carefully. Under "Work		FREQUENCY LEVEL OF SKILL							
Experience," for items #46-77.								¥	
Frequency:  1. Indicate if you have performed or supervised this task within the last 24 months; and  2. Even if you have not performed task in the last 24 months, indicate how often you had performed this task (e.g. select one box from "weekly" "monthly" and "annually" column)  Level of Skill:  1. Indicate the level of skill that you have in performing this task (e.g., select one box from the "level of skill" column)		Weekly	Monthly	Annually		Have not performed this task	Performed task during training ONLY	Performed task as a regular work duty AFTER licensure	
74. Perform crisis intervention with patients to manage psychological crises and determine the appropriate level of care.									
75. Direct treatment of patients to reduce symptom severity.									
<ol><li>76. Produce psychological reports to provide information to specific agencies as required.</li></ol>									
77. Conduct psycho-educational groups, pre-release groups and individual therapy.									

Name:			<u> </u>		
	CONDITIONS OF EMPL	OYMENT -	CDCR ADULT & YOUTH FACILITY LIS	STING ONL	Y
If you ar you spec waivers inactive or are no	LEASE MARK THE APPROPRIATE BOX (ES) Of e successful in this examination, your name will cify on this form. If, after you are contacted for and/or do not reply promptly to the contact, you, it cannot be reactivated. Therefore, before you willing to travel to a distant job location, do not so if you choose more than 15, you will be certified.	be placed of a job, you ur name will bu mark this of select located	n an active employment list and referre are unwilling to accept work you will be be made inactive. ON OPEN EMPLO form, there are some things you should ations that are a long way from your re	d to fill vac e charged DYMENT LI I consider.	ancies according to the conditions with a waiver. After three such STS, once your name is placed If you are not planning to relocate
		-	DINTMENT YOU WILL ACCEPT		
Please n	nark the appropriate box (es) - you may check "(A	A) Any" if you	are willing to accept any type of employ	yment.	
	Permanent Full-Time   marked and you receive an appointment others.				□ (A) Any considered for permanent full-time
□ 5	ANYWHERE IN THE STATE - If this box i	s marked, n	o further selection is necessary.		
NOTE:	California State Prison has been abbreviated to "C	SP." Youth	n Correctional Facility has been abbrevia	ated to "YC	F.
	□ 723	31 <b>NORTH</b>	IERN REGION – If this box is marked,	no further	selection is necessary.
	ADULT FACILIT	IES:		YOUTH	FACILITIES:
	Mule Creek State Prison Ione, Amador County	☐ 3417 Training	Richard A. McGee Correctional Center, Galt, Sacramento County	□ 3902	<b>DeWitt Nelson YCF</b> Stockton, San Joaquin County
	Pelican Bay State Prison Crescent City, Del Norte County California Correctional Center	Represa	CSP, Sacramento , Sacramento County Deuel Vocational Institution		O.H. Close YCF Stockton, San Joaquin County N.A. Chaderjian YCF
	Susanville, Lassen County High Desert State Prison	Tracy, S	an Joaquin  California Medical Facility		Stockton, San Joaquin County Northern California YCF
	Susanville, Lassen County CSP, San Quentin	Vacaville	e, Solano County  CSP, Solano		Stockton, San Joaquin County Pine Grove Youth
	San Quentin, Marin County  Headquarters	Vacaville	e, Solano County Sierra Conservation Center	20011	Conservation Camp Facility Pine Grove, Amador County
	Sacramento, Sacramento County Folsom State Prison Represa, Sacramento County		wn, Tuolumne County	□ 0307	Preston YCF Ione, Amador County
		32 CENTR	AL REGION – If this box is marked, no	o further s	election is necessary.
	ADIU T FACULT			VOUTU	FACILITIES.
□ 1015	ADULT FACILIT Pleasant Valley State Prison		Central California Women's Facility		FACILITIES: El Paso de Robles YCF
	Coalinga, Fresno County Wasco State Prison –	□ 2004	Chowchilla, Madera County Valley State Prison for Women		Paso Robles, San Luis Obispo County
□ 1514	Reception Center, Wasco, Kern County North Kern State Prison		Chowchilla, Madera County Correctional Training Facility		, ,
□ 1522	Delano, Kern County Kern Valley State Prison	□ 2708	Soledad, Monterey County Salinas Valley State Prison		
□ 1605	Delano, Kern County  Avenal State Prison	□ 4005	Soledad, Monterey County  California Men's Colony  Can Lyin Obigon Con Lyin Obigon Co		
□ 1606	Avenal, Kings County CSP, Corcoran Corcoran, Kings County	□ 1608	San Luis Obispo, San Luis Obispo Co California Substance Abuse Treatme Facility, Corcoran, Kings County		
	_	33 <b>SOUTH</b>	ERN REGION – If this box is marked,	no further	selection is necessary.
	ADULT FACILIT	TEC.		VOLITU	FACILITIES:
□ 1307	Calipatria State Prison		Chuckawalla Valley State Prison		Heman G. Stark YCF
<b>-</b> 4000	Calipatria, Imperial County (North)	П 0000	Blythe, Riverside County	T 4007	Chino, San Bernardino County
□ 1308	Centinela State Prison Imperial, Imperial County (South)	□ 3329	Ironwood State Prison Blythe, Riverside County	□ 1967	Southern Youth Correctional Reception Center & Clinic
□ 1503	California Correctional Institution	□ 3612	California Institution for Men		Norwalk, Los Angeles County
□ 1005	Tehachapi, Kern County CSP, Los Angeles	□ 3613	Chino, San Bernardino County  California Institution for Women	□ 5610	Ventura YCF Camarillo, Ventura County
<b>⊔</b> 1990	Lancaster, Los Angeles County	L 3013	Corona, San Bernardino County		Camanio, ventura County
□ 3310	California Rehabilitation Center Norco, Riverside County	□ 3715	R. J. Donovan Correctional Facility at Rock Mountain, San Diego, San Diego County		
	notify CDCR promptly of any address changes		lity for employment at the following a		stomer Service Center

Name:	
RECR	UITMENT QUESTIONNAIRE
These	e questions are not part of the examination but are for the hiring authority's information.
Н	OW DID YOU HEAR ABOUT THE CHIEF PSYCHOLOGIST, CORRECTIONAL FACILITY EXAMINATION?
	k the box that best describes how you found out about the Chief Psychologist, Correctional Facility ination:
	Professional Journal Professional Colleague Newspaper/Magazine Advertisement Internet
	California Department of Corrections and Rehabilitation employee Job Fair/Career Fair Recruitment Mailing College/School Other